

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AMENDED AGENDA
July 11, 2016
7:00 p.m.

1. Call to Order

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the east wall of the Airport Terminal Meeting Room.

The Airport Authority reserves the right to adjourn into executive session as per Section 84-1410 of the Nebraska Revised Statutes.

Public Comments - Anyone desiring to speak on an agenda item is invited to do so, and should limit themselves to three minutes after being recognized by the Chair.

2. Approval of Minutes

3. Approval of Claims

4. New Business

- Hangar lease approval
- Preliminary budget discussion
- Resolution 2016-1 preliminary levy allocation request from City of Wayne
- Discussion regarding AG Werx Aviation Inc. (formerly Har-More Ag. Air Inc.) addendum to land lease

5. Old Business

- Tradewind Energy, Inc.
- Other business

6. Airport Managers comments

7. Member comments

8. Adjourn

WAYNE MUNICIPAL AIRPORT AUTHORITY

June 13, 2016

The monthly meeting of the Airport Authority of the City of Wayne was called to order at the Nancy Braden Terminal Building June 13, 2016 at 7:00pm by Chairman Conradt. Members present: Jerome Conradt, Carl Rump, Rod Tompkins and Tom Schmitz. Also present were Nancy Braden Airport Authority Treasurer, Kyle Dahl Airport Authority Attorney, Tom Becker Airport Manager, Karma Schulte, Jim Hoffman, Sandra Hoffman, Norman Slama, Dave Zach, Olsson Associates representatives Tom Trumble and Diane Hofler, Benesch/McLaury representatives Steve Ramos, Tony Dirks, Kim McLaury and Andy Beil.

Approval of the May 9, 2016 minutes: Move by Tompkins to approve the May minutes, 2nd by Rump. Yeas: Conradt, Rump, Tompkins, Schmitz. Nays: None.

Claims: Moved by Tompkins to approve claims, 2nd by Rump. Yeas: Conradt, Rump, Tompkins and Schmitz. Nays: None. Fuel pump maintenance, had a bad card reader.

Old Business: Trade Winds Energy, Nancy has not heard back from them, Nancy will contact again. Engineering Five year contract: Steve Ramos introduced the Benesch/McLaury team and had 5 minutes to share their expertise. Olsson Associates Diane Hofler and Tom Trumble had the floor for 5 minutes to share their expertise. Chairman Conradt gave the figures of the reviews and rankings with the Engineering appointment going to Olsson Associates. Moved by Tompkins to appoint Olsson Associates, 2nd by Schmitz. Yeas: Conradt, Rump, Tompkins and Schmitz. Nays: None.

New Business: Hangar leases, Norman Slama #5, Tom Becker to return his hangar as open. Moved by Rump to approve leases, 2nd, Schmitz. Yeas: Conradt, Rump, Tompkins and Schmitz. Nays: None. Concrete bid: one bid came in from Kory Leseberg Concrete for \$8,768. Moved by Tompkins to approve Leseberg bid, 2nd, Rump. Yeas: Conradt, Rump, Tompkins and Schmitz. Nays: None.

Airport Managers comments: Vent pipe problems on the AvGas tank, Becker will have Jet A on premises for emergencies. Courtesy Van, air conditioner not working, Jim Hoffman to look into recharging the system.

Member comments: Nancy showed the Chicken Show flyer, Kids rides was discussed, not put on the flyer. Oshkosh is coming up, only has 2000 gallons of fuel, have been noticing more traffic, Nancy to check in on more fuel and prices. Jim and Sandra Hoffman to have sandwiches and chips again for Oshkosh. Courtesy Vehicle scam being reported, calling in as military and going to a funeral. Carl Rump thanked everyone for all the well wishes during his hospitalization.

Adjournment: Chairman Conradt adjourned meeting, 7:42pm

Tom Schmitz, Board member

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
July 11, 2016

PREVIOUS BALANCE 216,627.52

DEPOSITS:

Interest on checking account	52.99
Avgas	7,714.04
County Treasurer	9,876.98
Payment on Accounts receivable	3,013.75

20,657.76

TOTAL AVAILABLE 237,285.28

CLAIMS:

Claims Paid June 13, 2016	25,821.89
Claims Paid June 27, 2016	11,833.50
Add back voided check	157.48

BOOK BALANCE AS OF June 30, 2016 199,787.37

Plus Outstanding Checks	12,040.86
Less Outstanding Deposits	.00

BANK BALANCE AS OF June 30, 2016 211,828.23

WAYNE MUNICIPAL
AIRPORT AUTHORITY
June 27 to July 5, 2016

Ck #6944	Sapp Bros Petroleum West Point – avgas.....	11,833.50
EFT	Ne Dept. of Agriculture – Fuel tank registration.....	31.26
July 11, 2016		
Ck #6945	American Broadband – telephone.....	91.55
Ck #6946	Appeara – Rugs & mops.....	59.00
Ck #6947	Becker Flying Service – Managers contract.....2,000.00 Less FBO lease.....(100.00) Less storage bldg.(61.00).....	1,839.00
Ck #6948	Beiermann Electric – replace photocell and fixture on west side terminal.....	691.60
Ck #6949	Black Hills Energy – natural gas.....	114.39
Ck #6950	Bomgaars – hoses, nuts bolts, bolts, mulch, drill bits, etc.....	235.12
Ck #6951	Carhart Lumber – 4 x 4.....	18.59
Ck #6952	Century Link – DSL.....	69.99
Ck #6953	Chesterman Co – Water dispenser rental, Soda & water.....	339.00
Ck #6934	City of Wayne NDB/AWOS.....29.13 Apron lighting.....32.36 House.....88.44 Terminal/hangar.....524.49 Shop.....62.60 Office & irrigation.....181.57 Audit -.....2,250.00 Meal.....48.38 Avgas – credit card.....-116.83 Insurance.....1,417.61 Treasurer's fee.....500.00.....	5,017.75
EFT	Department of Aeronautics – Terminal/Hangar.....1,182.00 AWOS.....383.33 NDB.....160.00.....	1,725.33
Ck #6954	Heartland Natural Gas – natural gas.....	33
Ck #6955	Heikes Automotive – repair courtesy car.....	774.05
Ck #6956	Jim Hoffman – Digital TV.....	48.19
Ck #6957	John Deere Financial –Blades.....	25.85
Ck #6958	Northeast Nebraska Public Power District – Electricity PAPI's.....	104.39

Ck #6959	Northeast Tire Service – reissue check never received.....	157.48
Ck #6960	O'Reiley Auto Parts – auto parts.....	42.79
EFT	Verizon – cell phone	87.10
Ck #6961	Wisner West – Diesel & Gasoline.....	157.34
	TOTAL.....	\$11,598.84

**WAYNE MUNICIPAL AIRPORT
2016-17 CASH BALANCES**

BEGINNING CASH BALANCE 2015	196,466
PROPOSED REVENUES 2015-2016	310,862
PROPOSED EXPENDITURES 2015-2016	296,104
ESTIMATED CASH RESERVE 2016	<u>211,224</u>

PROPOSED REVENUES 2016-2017	1,646,069
PROPOSED EXPENDITURES 2016-2017	1,785,179
ESTIMATED CASH RESERVE 2017	<u>72,114</u>

**MUNICIPAL AIRPORT
FOR FISCAL YEARS 2014-2017**

REVENUE BUDGET

	ACTUAL 2014	ACTUAL 2015	BUDGET 2016	CTUAL/estimat 2016	BUDGET 2017
700-100-312000	97,308.14	100,723.21	81,189	80,000	85,565
700-100-312001		3,556.27		3,762	
700-104-351000	3,489.42	3,443.04	0	2,640	0
700-105-355000	222.30	201.54	170	110	170
700-106-421000	362.67	320.04	100	624	500
700-591-342000	148,893.97	281,606.01	0	0	1,350,000
700-591-342001	262,001.00	0.00	0	0	0
700-591-342002	59,784.09	0.00	0	0	0
700-591-358000	0.00	5,027.82	0	0	0
700-591-358001	0.00	0.00	0	8,541	0
700-591-390000	2,000.00	2,000.00	2,000	2,000	2,000
700-591-391000	7,867.70	50,464.28	51,977	52,308	42,932
700-591-392000	34,054.14	45,629.85	54,802	54,802	54,802
700-591-393000	88,016.31	106,466.45	102,000	106,000	110,000
700-591-394000	23,968.63	11,139.37	100	75	100
700-591-422000	50,000.00	0.00	0	0	0
700-591-429000	1,730,432.39	52,773.81	0	0	0
700-591-430000	0.00	70,000.00	0	0	0
TOTAL AIRPORT FUND	2,508,400.76	733,351.69	292,338	310,862	1,646,069

WAYNE MUNICIPAL AIRPORT

FOR FISCAL YEARS 2014-2017

EXPENDITURE BUDGET

	ACTUAL 2014	ACTUAL 2015	BUDGET 2016	ACTUAL EST 2016	BUDGET 2017
Air Utilities	16,930.00	14,496.16	19,160	25,438	18,890
Air Telephone/Telegraph	1,599.66	2,214.50	3,072	3,274	2,952
Air Other Contractual Services	29,152.50	30,000.00	30,000	30,000	30,000
Hangar Loan	12,324.00	10,270.00	0	0	0
Hangar/Terminal Loan	0.00	5,875.94	14,392	14,392	14,392
City Loan		17,500.00	36,531	35,000	17,500
TOTAL CONTRACTUAL SERVICES	60,006.16	80,356.60	103,155	108,104	83,734
Air Office Supplies	21.67	260.52	125	0	125
Air Printing	94.08	105.53	100	0	100
Air Publications	101.93	743.37	1,500	430	750
Air - promotions& advertising	1,885.63	1,910.68	2,400	595	2,995
Air Postage	175.83	252.70	350	275	350
Air Professional Services	10,237.00	5,269.98	17,350	2,418	9,400
Air Insurance	17,087.64	16,765.24	18,513	18,122	18,191
Air Communication Maintenance	1,347.47	0.00	200	0	200
Air Rents & Leases	1,952.43	6,519.96	6,528	6,520	6,528
Air Miscellaneous	252.27	893.27	150	0	150
Air Memberships & Dues	350.00	350.00	350	350	350
Air Travel, Conferences,Meetings	299.55	799.45	2,000	671	2,000
Air Vehicle Maintenance	1,738.01	189.22	3,500	800	5,000
Air Vehicle Expenses	4,161.10	2,188.67	5,000	1,998	5,000
Air - AvGas	86,622.18	104,219.93	120,000	104,000	120,000
Air Equipment Maint./Op. Exp.	46,106.33	7,284.74	15,000	7,040	15,000
Air Maintenance Building & Grounds	29,054.48	49,516.43	15,000	8,868	15,000
Tornado additional costs	67,887.56	0.00	0	0	0
Air Interest	0.00	1,225.00	0	1,531	306
TOTAL COMMODITIES	269,375	198,495	208,066	153,618	201,445
Air Improvements Buildings	1,319,883.91	27,450.97	20,000	34,382	0
FENCING/CONCRETE ETC	262,001.85	40,252.00	0	0	0
Air Machinery & Equipment	241,835.42	0.00	0	0	0
New hangar/add to existing/new site prep.	120,869.10	0.00	0	0	0
Air Improvements & Extensions	0.00		100,000	0	1,500,000
TOTAL CAPITAL OUTLAY	1,944,590.28	67,702.97	120,000	34,382	1,500,000
TOTAL AIRPORT FUND	2,273,971.60	346,554.26	431,221	296,104	1,785,179

EXPENDITURE BUDGET
WAYNE MUNICIPAL AIRPORT
FOR FISCAL YEARS 2014-2017

ACTUAL 2014	ACTUAL 2015	BUDGET 2016	ACTUAL EST 2016	BUDGET 2017
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Does the board want to consider installing the bathroom/stormshelter in the hangar for this budget?

What do we need to do to abandon the well?

Wayne Municipal Airport Budget Projections for 2016-2017

				asking with co treas fees
700-312000	Property Taxes			
	Assesed taxes \$.035	201,911,956.00	70,669.00	70,669.00
	132,367		14,896.00	14,539.00
	PROPERTY TAXES		85,565.00	
700-342000	Federal Grants	0.00	150,000.00	
	Hangar			
	FEDERAL REVENUES		150,000.00	
700-351000	Homestead Exemption		0.00	
700-355000	Motor Vehicle Prorate Tax Alloc.		170.00	
700-358000	State Grants			
700-358.01	State Loan			
700-369000	Motor Vehicle Fee		0.00	
	STATE REVENUES		170.00	
700-368000	Motor Vehicle Taxes		0.00	
700-390000	Aerial Applicator permits		2,000.00	
700-391000	Rentals			
	1 @ 100 = FBO	1,200.00		
	1 @ \$61/month = chemical storage	732.00		
4 bay	3 @ \$96.80/month plus \$50 heat & insulation	440.40		
10 bay	2 @ \$149.60/month	3,590.40		
	6 @ \$110/month	7,920.00		
	2 @ \$125.40/month	3,009.60		
6 bay	4 @ \$110/month plus \$50/month heat & insulation	7,680.00		
	2 @ \$165/month plus \$50/month heat & insulation	5,160.00		
	East Hangar @ \$.11 per sq ft.	13,200.00		
			42,932.40	
700-392000	Farm Income	49,801.50		
	hay	5,000.00	54,801.50	
700-393000	Av gas sales		110,000.00	
700-394000	Miscellaneous		100.00	
	LOCAL REVENUES		209,833.90	
700-421000	Interest on Investments		500.00	
700-422000	Loan - from city		0.00	
	MISCELLANEOUS		500.00	
	TOTAL AIRPORT FUND Revenues		446,068.90	
Expenditures for Airport				
700-591-20000	Air Utilities			
	NNPPD_ PAPI's	1,380.00	1,380.00	
	Natural Gas		2,350.00	
	Hangar #1	1,200.00		
	House	600.00		
	Hangar/Terminal	550.00		
	Digital TV	540.00	540.00	
	Electricity		14,620.00	
	PAPI's	1,400.00		
	NDB/AWOS	680.00		
	Apron lighting	1,600.00		
	House	960.00		
	Terminal/hangar	8,332.00		
	Shop	1,048.00		
	Office	600.00		
			18,890.00	

700-591-21000	Air Telephone/Telegraph		
	Telephone	\$100/month	1,200.00
	Cell Phone	\$76/month	912.00
	DSL - internet access	\$70/month	840.00
700-591-24000	Air Other Contractual Services		
	Treasurer	500.00	6,000.00
	FBO	2,000.00	24,000.00
			<u>30,000.00</u>
700-591-24002	Hangar/Terminal Loan		14,392.00
700-591-24005	City Loan Payment		18,112.50
	TOTAL CONTRACTUAL SERVICES		<u>84,346.50</u>
700-591-30000	Air Office Supplies		125.00
700-391-31000	Air Printing		100.00
700-591-32000	Air Publications		
	meeting notices	500.00	
	budget notices, etc	250.00	
			<u>750.00</u>
700-591-33000	Air Promotions & Advertising		
	Ground School advertising	1,200.00	
	visitor guide	595.00	
	Scholarships	1,200.00	
			<u>2,995.00</u>
700-591-35000	Air Postage		350.00
700-591-37000	Air Professional Services		
	Audit	2,400.00	
	Local Attorney	7,000.00	
			<u>9,400.00</u>
	Air Insurance		
700-591-38000	business package	8,560.00	
	building insurance	5,181.00	
	liability insurance	4,450.00	
			<u>18,191.00</u>
	Air Communication Maintenance		<u>200.00</u>
700-591-43000	Air Rents & Leases		
700-591-44000	AWOS	384.00	4,608.00
	NDB	160.00	1,920.00
			<u>6,528.00</u>
700-591-45000	Air Miscellaneous		150.00
700-591-47000	Air Memberships & Dues		
	Chamber	100.00	
	Nebr Airport Officials	250.00	
			<u>350.00</u>
700-591-48000	Air Travel, Conferences, Meetings		2,000.00
700-591-55000	Air Vehicle Maintenance		5,000.00
700-591-56000	Air Vehicle Expenses		5,000.00
700-591-56001	Air - AvGas		120,000.00
700-591-57000	Air Equipment Maint./Op. Exp.		15,000.00
700-591-58000	Air Maintenance Building & Grounds		15,000.00
	TOTAL COMMODITIES		<u>198,144.00</u>
			<u>301,380.50</u>

Wayne Municipal Airport

Year	Description	Total Cost	Federal	State	Local
<u>Phase I</u>					
2017	Parallel taxiway from 36 to 23	\$512,150	\$460,935	\$0	\$51,215
2017	Light (MITL) Taxy from rwy 36 to 4/22	\$119,500	\$107,550	\$0	\$11,950
2017	Pave 18/36 Parallel Taxiway North from 5/23	\$945,411	\$850,870	\$0	\$94,541
2017	REIL runway 22	\$20,000	\$18,000	\$0	\$2,000
2017	Light Parallel Taxiway North from 5/23	\$143,100	\$128,790	\$0	\$14,310
2017	Taxiway between hangars	\$180,000	\$162,000	\$0	\$18,000
2017-19	Hangar approaches	\$100,000			\$100,000
	Phase I Subtotal	\$2,020,161	\$1,566,145	\$0	\$292,016
<u>Phase II</u>					
2021	Construct/Expand hangars (8 stalls)	\$850,000	\$600,000	\$0	\$250,000
2023	Update ALP	\$150,000	\$135,000	\$0	\$15,000
	Phase II Subtotal	\$1,000,000	\$735,000	\$0	\$265,000
<u>Phase III</u>					
2029	Crack & Joint sealing with marking	\$250,000	\$225,000	\$0	\$25,000
2030	Expand Apron	\$280,800	\$252,720	\$0	\$28,080
2034	Replace runway 5/23 lights	\$87,500	\$78,750	\$0	\$8,750
2034	Replace Runway 18/36 lights	\$210,000	\$189,000	\$0	\$21,000
2034	Land Acquisition				\$0
2034	Expansion & Lengthening runway 18/36				\$0
	Phase III Subtotal	\$828,300	\$745,470	\$0	\$82,830
	Total Development Costs	\$3,848,461	\$3,046,615	\$0	\$639,846

Not Funded

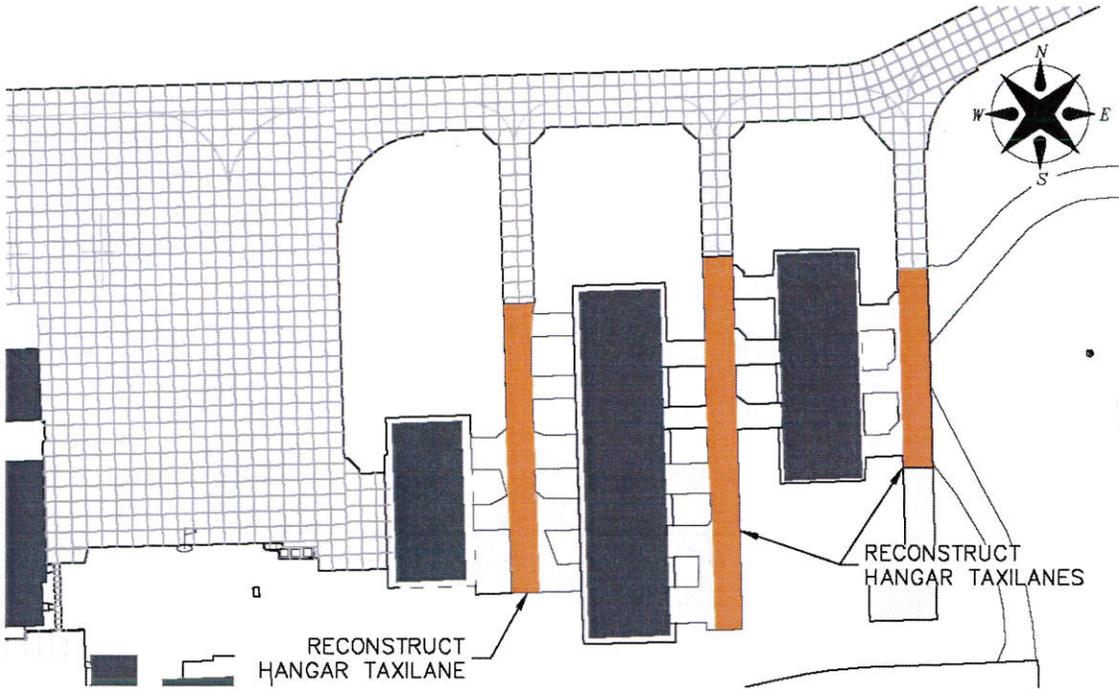
2020	Jet Fuel	\$35,000
2025	Fee Simple land for MALS (300-3/4)	\$36,000
2025	Easement Land for RPZ (300-3/4)	\$13,800
2025	Construct MALS (300-3/4)	\$200,000
		\$284,800

Federal Fiscal Year	Entitlement Funds
2015	\$150,000
2016	\$150,000

ACIP DATA SHEET

AIRPORT	Wayne Municipal	LOCID	LCG	LOCAL PRIORITY	
PROJECT DESCRIPTION	Reconstruct Hangar Taxilanes	Identify FFY that you desire to construct (FFY: Oct. 1-Sept. 30)			FFY 17

SKETCH:



JUSTIFICATION:

The existing taxilane pavement is more than 20 years old, has deteriorated and has reached the end of its useful life. Reconstruction of the taxilanes will reduce FOD on the taxilanes and provide new pavement for the hangar tenants.

All existing taxilanes are 20' wide. The new taxilanes will be reconstructed to a 20' width.

COST ESTIMATE: (Attach detailed cost estimate)

Federal (90%)	\$162,000.00	State (0%)	\$	Local (10%)	\$18,000.00	Total	\$180,000.00
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SPONSOR'S VERIFICATION:

For each and every project as applicable

Date	(see instruction sheet)
CE Para No 309g	- Date of approved ALP with project shown - Date of environmental determination (ROD, FONSI, CE), or cite CE paragraph # (307-312) in Order 1050.1E - Date of land acquisition or signed purchase agreement - Date of pavement maintenance program
N/A	- Snow removal equipment inventory & sizing worksheet (for SRE acquisition)
N/A	- Apron sizing worksheet (for apron projects)
----	Revenue producing facilities (for fuel farms, hangars, etc.)
N/A	- Date statement submitted for completed airside development
N/A	- Date statement submitted for runway approaches are clear of obstructions

FAA USE ONLY
FAA Verification: (initial/date)

SPONSOR'S SIGNATURE: *Jerry Conradt* DATE: 6-28-16

PRINTED NAME: Jerry Conradt TITLE: Chairman

PHONE NUMBER: 402-375-1733

FAA USE ONLY

PREAPP NUMBER	GRANT NUMBER	NPIAS CODE	WORK CODE	FAA PRIORITY	FEDERAL \$

ACIP Data Sheet Cost Estimate

Project Description: Reconstruct Hangar Taxilanes

Wayne Municipal Airport
Wayne, Nebraska

Date: June 2016

Item No.	Description	Estimated Quantity	Unit	Unit Price	Amount
1	Mobilization	1	LS	\$20,000.00	\$20,000.00
2	Pavement Removal	1,188	SY	\$10.00	\$11,880.00
3	Grading	200	CY	\$20.00	\$4,000.00
4	Aggregate Base	1,328	SY	\$15.00	\$19,920.00
5	Concrete (6")	1,188	SY	\$65.00	\$77,220.00
6	Seeding / Mulching	1	LS	\$3,000.00	\$3,000.00
	Engineering and Administration*	1	LS	\$43,980.00	\$43,980.00
Total					\$180,000.00

* Assumes work is part of a larger project

Federal (90%)	\$162,000.00
State (0%)	\$0.00
Local (10%)	\$18,000.00

PRELIMINARY LEVY ALLOCATION FROM CITY OF WAYNE
RESOLUTION NO. 2016-1

WHEREAS, Nebraska Statute 77-3443 (3) requires all political subdivisions subject to city levy authority to submit a preliminary request for levy allocation to the city council; and

WHEREAS, the Wayne City Council is the levy authority for the Wayne Municipal Airport.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2016-2017:

FUND TAX REQUEST	
General Fund	<u>\$ 70,669</u>
TOTAL	\$ 70,669

BE IT FURTHER RESOLVED that said Public Airport has repayment of Interest-Free Loans from the Department of Aeronautics for \$14,896 and this amount is not included in the above tax request as allowed by law.

NOW, THEREFORE BE IT RESOLVED that the following is said Board's tax request for budget year 2016-2017:

TOTAL

Motion by _____ to adopt Resolution NO. 2016-1. Seconded by _____.

Voting yes were: _____

Voting no were: _____

Motion carried.

Date this 11th day of July, 2016.

Chairman

Secretary

ADDENDUM TO LEASE OF LAND

THIS ADDENDUM is made and entered into this 17th day of June, 2013, by and between the City of Wayne, Wayne Airport Authority (hereinafter collectively referred to as "AUTHORITY"), and HAR-MOR AG. AIR, INC., a Nebraska corporation (hereinafter referred to as "TENANT").

WITNESSETH:

WHEREAS, AUTHORITY entered into a lease with TENANT for a certain tract of land, more particularly described in the lease executed on the 17th day of June, 2013, by the AUTHORITY, and the 16th day of May, 2013, by Tenant; and

WHEREAS, AUTHORITY desires to obtain further assurances that TENANT will exercise its duties pursuant to said lease in a timely fashion by commencing and completing the improvements contemplated by the lease in a reasonable time; and

WHEREAS, TENANT desires to obtain further assurances that its use and enjoyment of the leasehold property shall be unimpeded.

NOW, THEREFORE, for and in consideration of the premises and the mutual promises, covenants and obligations hereinafter stated, the parties mutually agree as follows, to-wit:

1. That TENANT shall commence construction of the loading pad contemplated in the lease no later than one (1) year from the execution of this addendum, and that such commencement of construction of the loading pad shall be sufficient to satisfy the condition necessary to commence the term of the lease as described in paragraph 1.1 (b) of the lease agreement.

2. That TENANT shall commence construction of the hangar contemplated in the lease no later than three (3) years from the execution of this addendum. 6-17-16

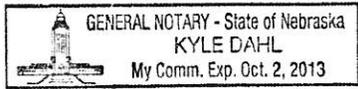
3. That TENANT shall complete the construction of the structures contemplated in the lease in a commercially reasonable time period, but in no event later than five (5) years from the execution of this addendum. 6-17-18

4. That AUTHORITY shall keep the public taxiways clear at all times as reasonably necessary for TENANT to conduct his business, and shall indemnify TENANT for any loss occasioned by the blocking of said taxiways, whether said blocking of taxiways is caused by the AUTHORITY, its tenants, or others.

STATE OF NEBRASKA)
) ss.
COUNTY OF WAYNE)

On this 17th day of June, 2013, before me appeared Mitchell Nissen, Chairperson of Wayne Airport Authority, to me personally known, who, being duly sworn, did say that he is authorized to execute the foregoing instrument on behalf of said entity and acknowledged to me that he executed the same for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first above written.



Kyle Dahl
Notary Public

My commission expires

**CITY OF WAYNE
INTEROFFICE MEMORANDUM**

DATE: July 7, 2016
TO: Wayne Airport Authority
FROM: Nancy L. Braden, Finance Director
SUBJECT: Environmental Assessment meeting notes

Rod Tompkins; Jerome Conradt; Tom Becker; Diane Hofer, Olsson Associates; Anna Lannin, Nebraska Department of Aeronautics and Nancy Braden were present.

FAA has scheduled funding for the construction the taxiway for 2017. They are also requiring a full Environmental Assessment. The biggest issue is that the proposed taxiway is adjacent to the creek and will need to be addressed. Normally Anna from NDA handles the Environmental Assessments, however due to this complication; the many areas that need to be addressed and the need to expedite this process we need to include this in the scope of services from Olsson's on this project. The proposed time line is as follows:

1. July 15, 2016 Draft agreement by Olson's to NDA and airport authority
2. July 27-29 sign agreement subject to FAA Approval
3. August 1, 2016 Olsson's start Environmental Assessment
4. October 1, 2016 Olsson's have report completed and to FAA for Review
5. Early November Hearing on Environmental Assessment
6. December required public comment period
7. January final report FONSI (Finding of no significant impact)
8. February preliminary plans on taxiway
9. April open and award bids

If we do not get this scheduled for construction in 2017, Anna says that it would be moved to the 2020 construction season.